



Parent / Community Involvement Task Force

Meeting Minutes

McFatter Technical College

June 6, 2016 / 6:00 PM - 8:00 PM

Members: Mary Fertig (Chair), Debbie Aleman, Natalie Beasley, Janet Bravo, Andrea Cavanagh, Melanie Hemphill, Sheri Johnson, Colleen LaPlant, Esther Mizell, Lew Naylor, Andre Ponder, Cathie Starkey

- **Call to Order**

Ms. Fertig called the meeting to order.

- **Welcome and Introductions**

All members introduced themselves and described something happy in their lives. We welcomed Andrea Cavanagh, now an official member.

- **Approval of May 9, 2016 Minutes**

The minutes were unanimously approved.

- **Update of Task Force Recommendations – School Outreach**

Ms. Fertig distributed the recommendations from 2012, as well as an additional handout with just the School Outreach recommendations.

Mr. Naylor requested an updated on the status of the recommendations, including which ones have been implemented. Ms. Fertig indicated that Nadia Clarke, from the District's Parent Engagement Office, distributed a spreadsheet containing some of this information during the May 9, 2016 meeting.

Mr. Ponder suggested, to strengthen communications, parents' preferences (email, text, phone) should be indicated on the front of the Student Emergency Contact Card.

Ms. Bravo said parents need to learn how to use Edmodo and Schoology; they need “at home” support for what is going on at the school. Ms. Aleman said these are teachers’ websites. However, they are not utilized at every school.

Mr. Naylor stated consistency is needed, so parents are on the same page for websites.

Ms. Hemphill indicated teachers are required to post grades on Pinnacle, but they are not required to use other websites. She offered to bring a sample pamphlet (information for parents of incoming students) to the Task Force meeting in August. Mr. Ponder stated that some of these websites are an extra initiative -- not in a contract -- so teachers cannot be required to use them.

Mr. Naylor would like teachers to be informed of the Parent Task Force’s intent.

Ms. Fertig suggested developing a handout (one-page summary sheet) for parents, to inform them of the resources (including websites) available at the school. Ms. Rich Levinson added, the handout is needed for teachers, too. Mr. Ponder suggested posting it on the District’s website.

Mr. Naylor suggested developing a template of the resources available at every school. Ask principals to include the resources they use -- and ones used by teachers -- to communicate to parents.

Ms. Bravo stated the District should offer parents various times to attend meetings – those in the workforce may not be able to attend a daytime meeting.

Ms. Fertig would like Micki Pope (Student Services) and Dr. Valerie Wanza (Office of School Performance and Accountability) to attend the August Task Force meeting, to discuss school communications – from parents to teachers and vice versa.

Ms. Beasley stated Don Lopez, who sits on the Technology committee, may have helpful information on the school websites.

Ms. Fertig indicated our communities are dynamic, the people change, and what worked yesterday may not work tomorrow. Everyone needs to stay updated and informed. She asked all members to email her (and copy Todd Sussman) regarding recommendations they want to focus on at future Task Force meetings.

- **Goals for 2017-17 – Next Steps**

- A. Facilitate Communication
- B. Promote Best Practices
- C. Build Relationships
- D. Recognize Excellence
- E. Share Resources
- F. Offer Opportunities To Be Heard

Ms. Fertig stated that action steps are needed for the above goals.

Ms. Johnson stated that, for facilitating communication, principals must reach out to stakeholders. She also said the PTA should be involved in bridging the gap between families and schools. Involve the community; it is not just the school's responsibility.

- **Future Meetings Dates**

Ms. Fertig stated the Conference (zone) subcommittee will talk to Dr. Valerie Wanza on Wednesday, June 22, 2016.

Here are the scheduled dates for upcoming Task Force meetings and subcommittee meetings:

July:

Conference subcommittee

Monday, July 11, 2016...6:00 pm

Southwest Regional Library

Forum subcommittee

Monday, July 25, 2016...12 NOON

KCW - 14th Floor Conference Room

August:

Conference subcommittee

Monday, Aug. 8, 2016...6:00 pm

Southwest Regional Library

Regular meeting

Monday, August 15, 2016...6:00 pm

McFatter Tech College (Bistro)

September:

Regular meeting

Monday, Sept. 12, 2016...6:00 pm

McFatter Tech College (Bistro)

Plus...

PARENT ENGAGEMENT CONFERENCE - TENTATIVE DATES

We need to choose one of these dates:

Saturday, Oct. 15, 2016 (OR) Saturday, Nov. 19, 2016

Time: 8:00 a.m. - 12 Noon

Location: To Be Determined

- **Fall Conference and Fall Forums (Innovation Zones) Break-Out**

Prior to adjournment, Ms. Fertig announced the members would break out into their respective subcommittees to plan the forums and conferences.

- **Adjournment**

Ms. Fertig adjourned the meeting